

## YSES IS NOW OFFERING BOOKS FOR CHECKOUT!

## Placing Books On Hold:

- **Students** are able to place a hold on up to 3 books at a time. <u>Students should follow</u> these directions to place a book on hold.
- Placing a hold doesn't guarantee the book to the student right away, it just puts the
  student in line to get it at some point. Students are encouraged to place holds on books
  that are labeled as available as much as possible. If the books that students requested
  are not available, alternative books(brave books) will be selected for them to explore.
- Checkout Limits: Every grade is allowed to check out 3 books.
- Loan Period: Library books will be checked out for two weeks. Students can renew their books through <u>LS2Pac</u>.

## Picking Books Up:

- Books will be bagged with student names labeled and ready for pickup from the front lobby. Ring the buzzer at the door and let the front office know why you are there and they will bring your bag of books to you at the door.
- Pickup Schedule

Pickup Date	Time	Place Hold By Evening of
Friday, October 23rd	9am-4pm	Wednesday, October 21st
Friday, November 6th	9am-4pm	Wednesday, November 4th
Friday, November 20th	9am-4pm	Wednesday, November 18th
Friday, December 4th	9am-4pm	Wednesday, December 2nd
Friday, December 18th	9am-4pm	Wednesday, December 16th
Friday, January 15th	9am-4pm	Wednesday, January 13th
Friday, January 29th	9am-4pm	Wednesday, January 27th

## Book Returns:

- **Book Returns:** Place returns in the cart marked "Library Book Return" at the front of the school under the canopy. Books can be returned between 9 a.m. to 4 p.m. on any school day (not just on the regularly scheduled pickup days.)
- Returned books will be quarantined for at least 72 hours before being handled.

Email Mrs. Hyatt at <a href="heather.hyatt@fcps.org">heather.hyatt@fcps.org</a> if you have any questions.